

## FCOA MINUTES DECEMBER 20, 2018

Attending: Diana Bishop, Suzanne Caton, Laura Derby, Peter Holland, Janice Kennedy, Mickey Khazan, Lorain Marquis, Shirley Stolz, Jane Trudeau, Chris Worcester.

Staff: Hemali Shah, Melissa Interest

Guest: Gerry O'Neil

Voted: To accept the October and November Minutes

Voted: To appoint Peter Holland and Rebecca Morris to the FCOA Board.

Treasurers Report: copy attached hereto.

1. OWL account has a projected total of \$18,953.78 after Town reimbursement.
2. Annual Fund appeal has raised \$7808.00 + \$715.00 (Silent Auction) less cost of printing, \$1700.00 = \$6823.00. \$ still coming in from appeal.
3. Proposed to withdraw \$500.00 from OWL account to supplement the \$2715.00 we have raised from ads and silent auction to pay for LifeTimes. Total LifeTimes expenses are \$3500.00.

Discussion ensued about OWLL funds being used indefinitely to support LifeTimes with Mickey Khazan objecting to a long-term commitment. Response was that our plan is to make the magazine self-supporting using ads.

Human Services Department Report:

1. A new full-service firm "Landmark Tours" will be used for overnight tours. Two trips of two days duration are planned to NYC, April 2019 and Fall of 2019. Landmark takes care of hotels, tour meals. The cost is comparable to Fox who does our day trips.
2. Request that we send a check to St Brigid's to thank them for letting us park overnight when we have trips.
3. The Town is funding a needs assessment of our Senior population by UMass Boston. The cost to the Town is \$35,000.00. The first step will start in January with the formation of a "stakeholders" forum. We will be asked to send a representative along with the COA, Health Department, Human Services, Chinese American and Indian groups, Munroe Center for the Arts and any other group working with or providing services to Seniors. The second step will be two public forums and a mailed survey. All to be accomplished by Fall. Finally, an action plan will be suggested by UMass Boston.

Program Reports:

1. OWLL.
  - a. Registration Reception is scheduled for February 7<sup>th</sup> from 2PM to 4PM. People will be able to register before and after instructor presentations. Refreshments mainly drinks and snacks on each table. Speakers limited to 2 or 3 minutes.
  - b. OWLL had 283 registrations for the 7 Fall courses just concluded.
  - c. There will be a Winter session with 3 courses, Birds, Arthur Miller, and Music. The 7 Spring courses are all finalized as well as Fall of 2019.
2. Bright Ideas-LifeTimes.

- a. Reception for Winter 2019 authors is scheduled for February 6 from 2PM to 4PM. Deadline for new material for Summer 2019 edition ends in March.
  - b. LifeTimes had a public reading in December at Cary Library by previous Winter 2018 and Spring 2018 authors. Fourteen authors read their work. We plan to repeat this at Cary next November 2019. LexMedia taped the event. Tape is available for viewing.
  - c. The online version of LifeTimes new Winter 2019 edition is available at Friends of the COA website. Printed versions will be at the Community Center before January 1<sup>st</sup>.
  - d. Our goal is to make the magazine more widely known and read. Our webmaster is installing the analytics necessary to count visitors to our website.
3. Windowpane Shop and Silent Auction both successful.
  4. New Business.
    - a. Bookmarks still a work in progress with Karen at Wales.
    - b. Janice would like to see a publicity committee formed.
    - c. Diana is going to prepare a Board Handbook to give to new members.
    - d. A small focus/policy group has been meeting to discuss our fundraising, financial reports, and outreach to community.

NOTE: WE will write thank you notes at our January meeting on January 17,2019. Shirley to provide thank you notes and Lorain address labels.

Jane Trudeau, Clerk